

अण्डमान तथा
Andaman And



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अण्डमान तथा निकोबार प्रशासन
ANDAMAN & NICOBAR ADMINISTRATION
आर्थिक एवं सांख्यिकी निर्देशालय
DIRECTORATE OF ECONOMICS & STATISTICS

NOTIFICATION

Port Blair, dated the 10th May, 2010

No. 101/2010/F.No. 1-21/2003-DES.— In exercise of the powers conferred by the provision to Article 309 of the Constitution read with the Ministry of Home Affairs Notification No. 14/3/60-ANL dated 11th April, 1960, the Lieutenant Governor (Administrator), Andaman and Nicobar Islands hereby makes the following rules regulating the method of recruitment to the post of Gestetner Operator in the Directorate of Economics & Statistics, Andaman and Nicobar Administration, namely:-

1. Short Title and Commencement:

- (i) These rules may be called the Andaman and Nicobar Administration (Gestetner Operator) Recruitment (Amendment) Rules, 2010.
- (ii) They shall come into force on the date of their publication in the Official Gazette.

2. Number of Posts, Classification and Pay Band & Grade Pay/ Pay Scale:

The number of posts, their classification and the Pay Band & Grade Pay/ Pay Scale attached thereto, shall be specified in paras 2 to 4 of the Schedule annexed hereto.

3. Method of Recruitment, Age limit, Qualification:

The method of recruitment to the post, age limit, qualifications and other matters relating thereto shall be as specified at paras 5 to 15 of the said schedule.

4. Disqualification: No person—

- (i) Who has entered into or contracted a marriage with a person having a spouse living, or
- (ii) Who, having a spouse living, has entered into or contracted a marriage with any person, shall be eligible for appointment to the said post:

SCHEDULE**RECRUITMENT RULES FOR THE POST OF GESTETNER OPERATOR**

1.	Name of the post	Gestetner Operator
2.	No. of post	1 (One) 2010* *Subject to variation dependent on workload
3.	Classification	General Central Service Group 'C', Non-Ministerial
4.	Pay Band & Grade Pay/ Pay Scale	PB-1 Rs.5200-20200 + GP Rs. 1900
5.	Whether selection post or non-selection	Non- selection
6.	Whether benefit of added years of service admissible under Rule 30 of the CCS (Pension) Rule, 1972 ?	Not applicable
7.	Age limit for direct recruits	18-33 years for Male Candidates 18-38 years for Female Candidates (Relaxable for Govt. Servants upto 5 years in accordance with the instructions/ orders issued by the Central Govt.) Note : The crucial date for determining the age limit shall be the closing date for receipt of names/ applications from Employment Exchange.
8.	Educational and other qualifications required for direct recruit.	Class XII (Senior School Certificate Examination) passed from a recognized Board.
9.	Whether age and educational qualification required for direct recruits will apply in the case of the promotees ?	Not applicable
10.	Period of Probation, if any	2 (Two) years
11.	Method of recruitment whether by direct recruitment or by promotion or by deputation, transfer and percentage of vacancies to be filled by various methods	By promotion failing which by direct recruitment.
12.	In case of recruitment by promotion failing which by direct recruitment to be made	PROMOTION: From amongst Daftry in the Pay Band-1 Rs.5200-20200 + Grade Pay Rs. 1800 having minimum qualification of Matric or equivalent on seniority.
13.	If a DPC exists, what is its composition Group 'C' DPC consisting of the following for promotion and confirmation.	Group 'C' DPC (Considering for confirmation/ promotion): (i) Director of Economics & Statistics — Chairman (ii) Assistant Secretary (Perl.) — Member (iii) Statistical Officer (HQ) — Member
14.	Circumstances in which UPSC is to be consulted in making recruitment	Not applicable
15.	Job Description	Attached as Annexure to Schedule.

ANNEXURE TO SCHEDULE

JOB DESCRIPTION FOR THE POST OF GESTETNER OPERATOR

1. Operate and maintain the digital printer properly.
2. Periodical maintenance of the machine through the authorized Engineer/Technician.
3. Maintain proper accounts for the stationery items like papers supplied to him/her.
4. Maintain a date-wise record entry in respect of the repairs, cost of spareparts replaced at the time of carryingout the repair.
5. Responsible to make available the damaged/replaced parts of the machine after repair to the in-charge of section/office.
6. Any other works as assigned by the higher authorities.